

Minutes of the Open Spaces Committee
held in the Council Chamber, Emersons Green Town Council,
19:00hrs on Thursday 8th of May 2025.

Present: Councillors Bobbie Sunderland, Abi Cohen, Lynne Paraskeva and Kelly Allen.

Absent: Councillors Eli Akatwijuka, Andrej Turk and Daryl Hembrough.

In attendance: Committee Clerk, Paul Kearsley.

Apologies: Councillor Simon Budd.

Public: Three members of the public were present.

Notes: The meeting began at 19:00hrs. All resolutions are passed with a majority vote, by a show of hands, unless otherwise stated.

OS_2025.001 Election.
Cllr Bobbie Sunderland appointed to be Chairman.

OS_2025.002 Election.
Cllr Abi Cohen appointed to be Deputy Chair.

OS_2025.003 Welcome and Introductions.

Minutes: Cllr Bobbie Sunderland welcomed everyone present at the meeting and explained the emergency procedures.

OS_2025.004 Declaration of Interest – Localism Act 2011.

Minutes: Cllr Bobbie Sunderland reminded members of the requirement to declare an interest.

OS_2025.005 Public Participation.

Minutes: Members of the public from Avon Reptile and Amphibian Group (ARAG) made representation regarding the species and habitat found at Rodway Common.

OS_2025.006 Rodway Common - Habitat Improvements.

A brief discussion took place regarding the request from the voluntary group to undertake habitat improvement work on Rodway Common.

Resolved: The Open Spaces Committee approves the request for the habitat improvement work to be undertaken by ARAG. The Committee Clerk to liaise with the group and to ensure that the Town Council website is updated when the improvement work will take place.

Notes: The members of the public left after agenda item **OS_2025.006**.

OS_2025.007 Minutes.

Motion: It was moved by Cllr Bobbie Sunderland, supported by Cllr Lynne Paraskeva, and resolved that:

Resolved: The *Minutes of the Open Spaces Committee meeting on 3rd of April 2025*, copies having been circulated, be approved as a correct record and signed by the Chairman.

The minutes were signed at the meeting by Cllr Bobbie Sunderland.

OS_2025.008 Outstanding items.

At the invitation of the Chair, the Committee Clerk circulated a summary of the work undertaken as a result of the resolutions and action points from the previous meetings.

OS_2025.009 Correspondence.

Correspondence and responses were noted by the Committee.

OS_2025.010 Rodway common – Events Communication.

A brief discussion took place regarding a survey to gather the community's views and suggestions on future events.

Resolved: The Open Spaces Committee delegates authority to the Committee Clerk to launch the updated survey, for a period of six weeks, with a link in the local Voice newspaper and on various social media platforms. The survey to include questions regarding,

- Age range of attendees.
- How attendees travelled.
- If attendees lived in the local area.

It was also requested that the Committee Clerk discover if the Circus hold any attendance figures from its time at Rodway Common.

It was additionally agreed that the Committee Clerk offer a meeting to local residents for 15/05/2025 at 17:30.

OS_2025.011 Lyde Green Wildlife Corridor.

A brief discussion took place regarding the draft A3 litter sign designs, along with the quoted cost of £125 + VAT for printing on Dibond aluminium.

Resolved: The Open Spaces Committee delegates authority to the Committee Clerk to commission the edited sign design and complete the installation process.

OS_2025.012 Parish Memorial Space.

A brief discussion was had regarding the newly proposed locations of the memorial space.

The Open Spaces Committee thought that the best location for a memorial space was in Lyde Green and request that further locations are researched.

OS_2025.013 Community Award.

A brief discussion was had regarding the creation of a Community Award.

Resolved: The Open Spaces Committee Clerk to draft a process of creating a Community Award and to take this to Full Council.

OS_2025.014 Allotment Agreement - Driving Clause.

A brief discussion was had regarding the recent damage done to the communal walkways.

Resolved: The Open Spaces Committee delegates authority to the Committee Clerk to draft an amendment to the current allotment tenancy agreement, to be issued via email (where applicable), including a clause requiring tenants to obtain prior permission from the Town Council before driving vehicles to their plots.

OS_2025.015 Dates and timings.

Cllr Bobbie Sunderland announced that the next meeting of the Open Spaces Committee was scheduled to take place:

On **5th of June 2025** at 19:00hrs in the Emersons Green Town Council Chamber.

Cllr Bobbie Sunderland concluded the formal business of the meeting at 20:55hrs, and announced that an informal 'roundtable' discussion would take place afterward.